

## **COOKIE and WEBSITE USE POLICY**

Opus Underwriting Limited (Opus) is committed to protecting your personal data when you use our services and website.

Whenever you provide such data we are legally obliged to use your data for a lawful purpose, the processing must be fair and transparent in line with The Data Protection Act 2018.

### **Cookies, web statistics and third party monitoring**

Opus maintains continuous logs of its web server activity. These log files include the details of website users' IP address, browser type and page last visited etc. The log files are used to analyse how the website is being used by visitors and may be kept in an anonymised form for historical records.

Opus uses cookies and collects IP addresses (an IP address is a number that can uniquely identify a specific computer or other network device on the internet). We use analysis software (such as Google Analytics, Awstats etc) to look at IP addresses and cookies for the purpose of enhancing your user experience. This data is not used to develop a personal profile of you and the log files are regularly purged.

The Opus website uses hosted web analytics software. This hosted service is provided and managed by a third party company (Google, Inc). The service 'Google Analytics' uses 'cookies' (a text file sent to users' computers as they browse our website) to help analyse how users navigate our website. The data generated by the cookie regarding our website (including IP addresses) will be anonymised and transmitted to and stored by Google, Inc. on servers that may be hosted in the United States. Google, Inc. will use this data for the purpose of evaluating use of our website, compiling reports on website activity for website operators and providing other related services to Opus.

Google, Inc. may also transfer this data to third parties where required to do so by law, or where such third parties process the data on Google, Inc's. behalf. Google, Inc. will not associate your IP address with any other data held by Google, Inc. You may decline the use of cookies by configuring your web browser to do so, but it may affect your user experience. By using this website, you consent to the processing of data about you by Google, Inc. in the manner and for the purposes set out above.

### **Offensive or inappropriate content on the Opus website**

If you post or send offensive, inappropriate or objectionable content or otherwise engage in any disruptive behaviour on this website, Opus may use your personal data to stop such behaviour.

Where Opus reasonably believes that you are or may be in breach of any of the law (e.g. because content you have posted may be defamatory), we may use your personal data to inform relevant third parties such as your employer, school email/Internet provider or law enforcement agencies about the content and your behaviour.

Whenever you provide such data we are legally obliged to use your data in line with all laws concerning the protection of personal data including The Data Protection Act 2018.

### **Changes to this Policy**

This policy may be updated from time to time so you may wish to check it regularly.

## Contacting Opus Underwriting Limited

Please note that telephone calls, including mobile communications, may be recorded.

Tel: +44 (0) 203 920 9985

Email: [dataprotection@opusunderwriting.com](mailto:dataprotection@opusunderwriting.com)

Att : Data Co-ordinator

Opus Underwriting Limited

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